



UNITED STATES
NUCLEAR REGULATORY COMMISSION
WASHINGTON, D.C. 20555-0001

**OFFICE OF THE
INSPECTOR GENERAL**

January 31, 2017

Mr. Mark Sandy
Acting Director
Office of Management and Budget
725 17th Street, NW
Washington, DC 20503

Dear Mr. Sandy:

In accordance with Public Law 112-194, *Government Charge Card Abuse Prevention Act of 2012*, I am reporting on the Nuclear Regulatory Commission's (NRC) progress on implementing charge card-related audit recommendations. In fiscal year 2013, NRC's Office of the Inspector General (OIG) issued a travel charge card related audit report with 2 audit findings and 12 audit recommendations. All recommendations are closed. Enclosed is a summary of this audit report including the audit results, findings, recommendations and the status of the recommendations.

Based on internal OIG risk assessments, an audit of NRC's Purchase Card Program was included in the fiscal year 2016 annual plan and is currently in progress.

If you have any questions, please contact Dr. Brett M. Baker, Assistant Inspector General for Audits, at 301-415-5915, or me at 301-415-5930.

Sincerely,
/RA/
Hubert T. Bell
Inspector General

Enclosure: As stated

cc: Chairman Kristine Svinicki
Commissioner Jeff Baran
Commissioner Stephen Burns
V. McCree, EDO
M. E. Wylie, CFO
R. Lewis, OEDO
S. Hudson, OCFO
RidsOCFOMailcenter Resource

Audit of NRC's Travel Charge Card Program (OIG-13-A-17) dated April 16, 2013

Audit Results

NRC's travel card program has policies, procedures, and internal controls in place to prevent and detect travel card misuse and delinquencies. NRC also has policies in place to lower the overall cost of official travel to the agency. However, OIG determined the efficiency and effectiveness of NRC's management of rebates and quarterly data reporting to Office of Management and Budget can be improved.

Findings and Recommendations

A. Finding: Maximize NRC's rebates by using recommended Federal strategies.

	Recommendations	Status
1.	Develop and implement a policy to pay centrally billed travel card accounts daily or weekly.	This recommendation is closed. The agency implemented the recommendation.
2.	Check the productivity and sales refund deals offered by charge card vendors in comparison to other Government wide charge card contracts to ensure a competitive rate.	This recommendation is closed. The agency implemented the recommendation.
3.	Explore the possibility of using another agency's existing task order (tag along) to obtain a better rebate rate.	This recommendation is closed. The agency implemented the recommendation.
4.	Revise Management Directive 14.1 to require that employees who travel more than five times per year must use their Government travel card for official travel expenses.	This recommendation is closed. The agency implemented the recommendation.
5.	Identify frequent travelers and monitor card use to determine if (a) they have a travel card, and (b) are using it to pay for official travel expenses.	This recommendation is closed. The agency implemented the recommendation.
6.	Implement mandatory split disbursement for individually billed accounts.	This recommendation is closed. The agency implemented the recommendation.

B. Finding: Improve quarterly reported data accuracy by employing available tools.

	Recommendations	Status
7.	Use the Citibank reports enumerated in the contract as the basis for reporting required quarterly data.	This recommendation is closed. The agency implemented the recommendation.
8.	Ensure that the travel card program manager and the agency program Coordinator complete online training related to Citibank's electronic access system.	This recommendation is closed. The agency implemented the recommendation.
9.	Ensure that the travel card program manager and/or the agency program Coordinator attend the General Services Administration's annual training meeting related to travel cards to network with other agencies regarding travel card program best practices.	This recommendation is closed. The agency implemented the recommendation.
10.	Benchmark NRC's data reporting strategies and results to at least three peer agencies.	This recommendation is closed. The agency implemented the recommendation.
11.	Review and analyze benchmarking information to determine if it can be implemented at NRC.	This recommendation is closed. The agency implemented the recommendation.
12.	Develop and implement procedures to maintain quarterly statistical and narrative supporting information for subsequent review and trend analysis.	This recommendation is closed. The agency implemented the recommendation.